

# **Sedona Community Police Alliance**

## **Volunteer Job Opportunities**

Volunteer jobs listed below are those currently formalized for this program. Other skills and volunteer roles may also be useful. Please contact the Department Volunteer Coordinators for a more complete description of any volunteer job listed below or to inquire about other volunteer services you may wish to provide.

Emergency Callout – The purpose is to assist in handling emergency situations on an as needed basis. This could include assisting or relieving patrol on a variety of assignments from traffic control at a major accident scene to assisting at a crime scene or even helping on arrest investigations. Performing this task requires flexibility to be available on short notice and at any time of day or night.

Evidence/Property Technician Assistant – Purpose is to assist in handling, transporting and disposing of evidence held by the Department. Primarily involves transporting evidence to state crime lab in Flagstaff. Each evidence transport will require 3-4 hours. Must be 21 years of age with valid AZ driver's license. Responsibility to maintain chain of custody to be sure integrity of evidence is not compromised. Work in teams of two.

Field Support Unit – Provide backup and support for field officers in situations that do not involve direct law enforcement action and serve as a visible presence to enhance public safety and community awareness.

Assist and support the work of field officers in, but not limited to: traffic accidents, crime scene preservation, civil standby, non-violent prisoner transport, DUI taskforce, prisoner watch and booking assistance, unattended deaths, animal calls, and motorist assists

During a shift, FSU volunteers may also apply their training, skills and initiative to activities such as Handicapped Parking enforcement, Vacation House Watch, Traffic Monitoring Unit (TMU) and Uptown Walk. Must be 21 years of age and have valid AZ driver's license.

Fingerprint Detail – Provide fingerprint service to citizens at Department office on weekends. Must become proficient in process and policies regarding fingerprinting. Currently requires service of 3 to 3 1/2 hours on Saturday mornings. May also be needed for up to 2 1/2 hours of service on Wednesdays when P.D. personnel are unavailable.

Handicap/Disabled Parking Enforcement – Service primarily involves educating business and property owners about parking space requirements and taking enforcement measures regarding violators when appropriate. Minimum of 5 hours of service required monthly. Must be 21 years of age and have valid AZ driver's license. Will need to maintain good records of activities and be called on to testify in court.

Radar/Speed Trailer Placement – Promote speed awareness and safety through placement and set up of trailer at designated locations. Must maintain trailer and download data from onboard computer system. Valid AZ driver's license required plus physical ability to handle trailer hitching and unhitching. Towing experience is helpful. Each transport and set-up or return to station requires about 1 hour.

Traffic Monitoring Unit – Promote speed awareness and safety through placement of volunteers equipped with radar in various neighborhoods to record speed violators and prepare letters to be sent by the Sedona Police Department to the vehicles registered owner. Valid AZ driver's license required.

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## **Volunteer Job Opportunities (con't)**

Vacation House Watch – Check private homes and properties while owner is out of town to prevent burglary and other damage. Must have valid AZ driver's license and ability to walk around various types of property and terrain. Service shifts are 1-3 hours each.

Vehicle/Fleet Maintenance Assistant – Drive or pick up Department vehicles and deliver to various destinations for service, repair and update of equipment. Assist with scheduling preventative maintenance and fleet cleanliness. Must have valid AZ driver's license, map-reading skills and basic computer knowledge. Service time is about 2 hours per week.